

J. V. FLETCHER LIBRARY BOARD OF TRUSTEES MINUTES

MEETING DATE: December 6, 2004

MEETING LOCATION: STAFF LOUNGE

PRESENT:

ABSENT:

- X
Kelly, Sandra, Chair
- X Price, Robert, Treasurer
- X Wrobel, Jack, Secretary
- X Daniel, Dave
- ☐ Fleckner, Marianne
- X Adams, Liz
- X Rainville, Ellen Director
- X Nolen, India Asst. Director

- ☐ Kelly, Sandra, Chair
- ☐ Price, Robert, Treasurer
- ☐ Wrobel, Jack, Secretary
- ☐ Daniel, Dave
- X Fleckner, Marianne
- ☐ Adams, Liz
- ☐ Rainville, Ellen Director
- ☐ Nolen, India Asst. Director

GUESTS:

I. CALL TO ORDER: ___7:35___ PM

II. SIGNING OF WARRANTS:

<i>Trust Fund</i>	<i>Description</i>	<i>Expenditures</i>	<i>Deposits</i>
Library Trustee Acct., #672	McGann membership	\$65.00	
All Purpose Trust Fund, #673			
Library Book Fund, #674			
Lecture Trust Fund, #675			
J. V. Fletcher Library Trust Acct., #676			
E.D.R. Cont. Educ. Trust Fund, #677			

III. MINUTES: _____(Date)

- A. Approved: ____
- B. Amended: ____
- C. Disapproved: ____

IV. APPROVAL OF TREASURER'S QUARTERLY REPORT: None

V. REPORT OF THE DIRECTOR: See report for details.

- 1) November showed a 5% increase in circulation.

APPROVED

- 2) A Criminal Offense Records Investigation (CORI) is now required for all employees and volunteers.
- 3) There was an informal discussion of the lack of space in the library and of maintenance problems.
- 4) One of the light poles in the driveway was struck. Discussion followed on whether to move it closer toward the driveway end where there is less likelihood of it being hit.
- 5) The 2000 Visioning and Planning calendar was distributed so the Trustees could understand the timeline associated with the process.

VI. REPORT OF COMMITTEES:

- 1) Finance Committee: Price took an action to find out what it takes to transfer stock shares.
- 2) Policy committee: three policies were discussed
 - a. Volunteer Policy (Second Reading) – Adams moved, Price seconded, to accept the new policy which among other items add the CORI requirement. The vote was unanimous.
 - b. Meeting Room Useage (First Reading) – the Selectmen have requested a change to allow them to have later meeting. The pros/cons were discussed but no action was taken.
 - c. Safety at Closing Time (First Reading) – this is associated with the Selectmen's request – no action taken.

VII. COMMUNICATIONS: Thank you notes were approved.

VIII. UNFINISHED BUSINESS: Alternative vendors are being contacted for the roofing.

IX. NEW BUSINESS:

- 1) Regarding the FY06 operational budget, Price moved, seconded by Daniel, that the Trustees include the following items. The vote was unanimous.
 - a. Mondays
 - b. Increased pages
 - c. Reduced Friends contributions due to reduced video rentals
 - d. Continue to use State Aid to fund the MVLC Consortium (50%)
- 2) Regarding the FY06 Capital budget, the list was expanded (under the motion above) to include all the known problems, e.g., replacement of the heat pumps.

APPROVED

X. ANNOUNCEMENTS: None

XI. ADJOURNMENT:

____ 9:55 ____ PM

____ AM